

BOBBY JINDAL
GOVERNOR



ANGELE DAVIS
COMMISSIONER OF ADMINISTRATION

State of Louisiana

Division of Administration
Office of Contractual Review

March 22, 2010

Ms. Chris Stewart
State Contracts/Grants Reviewer
Department of Economic Development
Post Office Box 94185
Baton Rouge, LA 70804-9185

Dear Ms. Stewart:

Enclosed are approved copies of the following cooperative endeavor agreement, received in our office on March 16, 2010. This agreement is being approved under the authority of Executive Order BJ 2008-29, issued August 5, 2008.

Department of Economic Development

OCR# 252-001050 CFMS# 689077 Northeast La. Economic Alliance

The OCR and CFMS numbers preceding the cooperative party's name has been assigned by this office and are used as identification for this cooperative endeavor. The CFMS number is the system assigned number for the ISIS Contract Financial Management System. Please use these numbers when referring to the cooperative endeavor in any future correspondence or amendment(s).

We appreciate your continued cooperation.

Sincerely,

Sandra G. Gillen
Sandra G. Gillen, CPPB
Director

SGG/pl

Enclosure

RECEIVED

MAR 30 2010

CONTRACTS/GRANTS REVIEWER

25a 00000
10149-21
689077

STATE OF LOUISIANA
DEPARTMENT OF ECONOMIC DEVELOPMENT
AND
NORTHEAST LOUISIANA ECONOMIC ALLIANCE

COOPERATIVE ENDEAVOR AGREEMENT *(line item appropriation)*

THIS COOPERATIVE ENDEAVOR (sometimes herein referred to as "agreement" or as "contract"), has been made and entered into and is effective as of the 1st day of July, 2009, by and between the **LOUISIANA DEPARTMENT OF ECONOMIC DEVELOPMENT** of the State of Louisiana, Capitol Annex Building, 1051 North 3rd Street, P. O. Box 94185, Baton Rouge, La. 70804-9185, hereinafter referred to as "**State**," as "**LED**", and/or as "**Agency**", and **NORTHEAST LOUISIANA ECONOMIC ALLIANCE**, officially domiciled at 903 Louisiana Avenue, Ferriday, LA 71334, **POB 746, Ferriday, Louisiana 71334**, hereinafter referred to as "**Contracting Party**", or as "**Recipient Entity**".

ARTICLE I

WITNESSETH:

- 1.1 WHEREAS, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that "for a public purpose, the state and its political subdivisions...may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;" and
- 1.2 WHEREAS, Act 10 of the 2009 Regular Session of the Louisiana Legislature, which was adopted in accordance with Article VII, Section 10, of the Constitution of the State of Louisiana, is the appropriation for the expenditure of State funds, and said Act 19 contains a line item appropriation within the Agency's budget for the benefit of Northeast Louisiana Economic Alliance of which the sum of TWO HUNDRED THOUSAND & NO/100 (\$200,000.00) DOLLARS has been allocated for this project, as set forth in Attachment A Plan, which is attached to this agreement and made a part hereof;
- 1.3 WHEREAS, the agency desires to cooperate with the Contracting Party in the implementation of the Project as hereinafter provided;
- 1.4 WHEREAS, the public purpose is described as: Northeast Louisiana Economic Alliance economic development program.
- 1.5 WHEREAS, the Contracting Party has provided all required information in accordance with the governor's Executive Order BJ 2008-30 on accountability for line item appropriations; and is attached to this agreement and made a part hereof by reference as "Attachment E".

~~NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree~~
as follows:

ARTICLE II
SCOPE OF SERVICES

- 2.1 The Contracting Party shall:

The program goal is to effectively oversee and develop the elements of the Major Project Site Initiative in Northeast Louisiana and regional economic development in support of job creation and to

provide economic development support for regional partners and allies, including recruitment and site development.

Bring the rural community into the information technology world to improve their marketing of their community, increase their competitiveness, and make them more attractive to new business and industrial development.

Increase commercial and industrial business development with increased tax-incentives and links to new markets.

Make the rural community more marketable through having potential sites ready for development and increasing the opportunity for new commercial and industrial development.

Improve the rural community capacity and ability in providing community and economic development through access to new capital markets, and increase their awareness of their own assets and incentives

2.2 Deliverables:

The program objective is to market and prepare the Northeast Louisiana area and the Major Project site as a desirable site for a major project location. These include continuing to develop information on assets of the region, sites, and to strengthen partnerships with local economic development organizations. Information gathered will be made available through our website: www.nelea.us.

The proposed information technology and technical assistance to communities within the region will expand each recipient's capacity and ability in information technology in order to develop and maintain their local information. This effort will develop the capacity and ability of the recipient to make them more competitive and attractive to new commercial and industrial investments through linking with regional, state, national, and international websites to market their potential sites and promote local tourism. We will custom-construct at least fifteen (15) new websites for communities within the region.

The Renewal Community Tax-Incentive program technical assistance and training will expand each recipient's capacity and ability in community development to allow local existing and new businesses and industries to participate in the tax-incentive program. The recipient knowledge gained from the training and technical assistance will be utilized in their assisting the local businesses and industries in completing the applications for the incentives. NELEA is leading a national effort to extend these benefits. We will continue this effort, expecting the extension to take place in early 2010. New information will be produced for participating businesses and distributed.

The proposed commercial and industrial site program will expand each recipient's capacity and ability in sustainable development to identify and market the potential commercial and industrial sites in their community. We will work with Louisiana Economic Development, utilizing the appropriate processes to identify water, sewer, electrical, gas, roads, railroad and available river ports which will allow each recipient to utilize the newly developed website to link with regional, state, national and international websites to maximize the marketing of their community. Having these sites pre-certified through the Louisiana Economic Development program allows the recipient to have the capacity and ability to react to new inquiries in a timely manner and make an outstanding "first impression" with the potential new business or industry.

~~The funding resources and application preparation training and technical assistance will expand~~ each recipient's capacity and ability to increase their leveraging ability and access alternative funding sources for future community and economic development activities. The recipients will have the capacity and ability to meet the required financial requirements for infrastructure, community facilities, commercial businesses, and industrial development.

Contracting Party will provide to State written quarterly **Progress Reports (Attachment C)** outlining the Contracting Party's resources, initiatives, activities, services and performance consistent with the provisions, goals and objectives of this agreement and (*monthly or at least quarterly*) **Cost Reports (Attachment D)** which provide detailed cost information outlining the use of appropriated funds. ~~Attachment C Progress Report and Attachment~~

D Cost Report are attached to this agreement and made a part thereof by reference.

2.3 Budget: The **Budget** for this project is incorporated herein as "**Attachment B**" which is attached hereto and made a part hereof by reference and shows all anticipated revenues and expenditures provided by this cooperative endeavor. The **Budget** for this project shall not exceed the total sum of TWO HUNDRED THOUSAND & NO/100 (\$200,000.00) DOLLARS which sum shall be inclusive of all costs or expenses to be paid by State in connection with the services to be provided under this agreement. This is the total sum that has been appropriated for this project by State. No state funds shall be paid for any one phase of this agreement that exceeds the categories shown on the **Budget** attached as "**Attachment B**", without the prior approval of State.

ARTICLE III **CONTRACT MONITOR**

3.1 The Contract Monitor for this contract is Don Pierson; however, the Secretary of LED, or his designee, will designate and may change from time to time, one or more persons on his staff to act as the LED's project representative or as the "Contract Monitor" for this contract, to provide liaison between the Contracting Party and the LED, and to perform various duties which are specifically provided for in this agreement; and any changes in the Contract Monitor shall not require any amendment to this agreement.

3.2 Monitoring Plan: (A) During the term of this agreement, Contracting Party shall discuss with State's Contract Monitor the progress and results of the project, ongoing plans for the continuation of the project, any deficiencies noted, and other matters relating to the project. Contract Monitor shall review and analyze Contracting Party's **Plan** to ensure Contracting Party's compliance with contract requirements.

(B) The Contract Monitor shall also review and analyze the Contracting Party's written **Progress Reports** and **Cost Reports** and any work product for compliance with the Scope of Services; and shall

1. Compare the Reports to Goals/Results and Performance Measures outlined in this contract to determine the progress made;
2. Contact Contracting Party to secure any missing deliverables;
3. Maintain telephone and/or e-mail contact with Contracting Party on contract activity and, if necessary, make visits to the Contracting Party's site in order to review the progress and completion of the Contracting Party's services, to assure that performance goals are being achieved, and to verify information when needed.

4. Assure that expenditures or reimbursements requested in **Cost Reports** are in compliance with the approved **Budget**. Contract Monitor shall coordinate with agency's fiscal office for reimbursements to Contracting Party and shall contact Contracting Party for further details, information or documentation when necessary.

(C) Between required performance reporting dates, Contracting Party shall inform Contract Monitor of any problems, delays or adverse conditions which will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project results by established time schedules and goals. Contracting Party's disclosure shall be accompanied by a statement describing the action taken or contemplated by the Contracting Party, and any assistance which may be needed to resolve the situation.

ARTICLE IV PAYMENT TERMS

4.1 Provided Contracting Party's progress and/or completion of the Contracting Party's services are to the reasonable satisfaction of State, payments to the Contracting Party shall be made by State on a reimbursement basis, after receipt from the Contracting Party and approval by State of **Monthly Cost Reports** requesting reimbursement, and certifying that such expenses have been incurred. Adequate supporting documentation (including copies of invoices, checks and other appropriate records reflecting expenses incurred) shall be attached to the reports. All original documentation supporting the reports shall be maintained by Contracting Party, and shall be subject to audit, as hereinafter stated.

4.2 Travel expenses, if any, shall be reimbursed only in the event that this agreement provides for such reimbursement, such travel expenses are included in the Contracting Party's approved compensation, budget or allocated amount, and then only in accordance with Division of Administration Policy and Procedure Memorandum No. 49. Invoices and/or receipts for any pre-approved reimbursable expenses or travel expenses must be provided or attached to periodic invoices for reimbursement.

4.3 Reimbursements under this agreement will be allowed only for expenditures occurring between and including the dates of **July 1, 2009 and September 30, 2010**, and this project and all of the Contracting Party's services shall be completed by that date. Payment is contingent upon the availability of funds and upon the approval of this agreement by the Office of Contractual Review.

4.4 The Contract Monitor shall monitor disbursements on a monthly basis. Under circumstances such that the recipient entity has not demonstrated substantial progress towards goals and objectives, based on established measures of performance, further disbursements shall be discontinued until substantial progress is demonstrated or the entity has justified to the satisfaction of the agency reasons for the lack of progress. If the agency determines that the recipient failed to use the Line Item Appropriation within the estimated duration of the project or failed to reasonably achieve its specific goals and objectives, without sufficient justification, the agency shall demand that any unexpended funds be returned to the state treasury unless approval to retain the funds is obtained from the Division of Administration and the Joint Legislative Committee on the Budget.

4.5 Taxes: Contracting Party hereby agrees that the responsibility for payment of taxes from the funds thus received under this agreement and/or legislative appropriation shall be Contracting Party's obligation and identified under Federal tax identification number 72-1262216.

ARTICLE V TERMINATION FOR CAUSE

5.1 The State may terminate this agreement for cause based upon the failure of Contracting Party to ~~comply with the terms and/or conditions of the agreement; provided that the State shall give Contracting~~ Party written notice specifying Contracting Party's failure. If within thirty (30) days after receipt of such notice, Contracting Party shall not have either corrected such failure or, in the case which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place Contracting Party in default and the agreement shall terminate on the date specified in such notice. Contracting Party may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to

comply with the terms and conditions of this agreement; provided that the Contracting Party shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

ARTICLE VI **TERMINATION FOR CONVENIENCE**

6.1 The State may terminate the agreement at any time by giving thirty (30) days written notice to Contracting Party. Upon receipt of notice, Contracting Party shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders, for materials, facilities, services and supplies in connection with the performance of this Agreement. Contracting Party shall be entitled to payment for deliverables in progress, to the extent work has been performed satisfactorily.

ARTICLE VII **OWNERSHIP**

7.1 All records, reports, documents and other material delivered or transmitted to Contracting Party by the State shall remain the property of the State, and shall be returned by Contracting Party to the State, at Contracting Party's expense, at termination or expiration of this agreement. All records, reports, documents, or other material related to this agreement and/or obtained or prepared by Contracting Party in connection with performance of the services contracted for herein shall become the property of the State, and shall, upon request, be returned by Contracting Party to the State at Contracting Party's expense at termination or expiration of this agreement.

ARTICLE VIII **ASSIGNMENT**

8.1 Contracting Party shall not assign any interest in this agreement and shall not transfer any interest in same (whether by assignment or novation), without prior written consent of the State, provided however, that claims for money due or to become due to Contracting Party from the State may be assigned to a bank, trust company, or other financial institution without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

ARTICLE IX **FINANCIAL DISCLOSURE**

9.1 Each recipient shall be audited in accordance with R.S. 24:513. If the amount of public funds received by the provider is below the amount for which an audit is required under R.S. 24:513, the transferring agency shall monitor and evaluate the use of the funds to ensure effective achievement of the goals and objectives.

ARTICLE X **AUDITOR'S CLAUSE**

10.1 It is hereby agreed that the Legislative Auditor of the State of Louisiana, and/or the Office of the Governor, Division of Administration auditors shall have the option of auditing all records and accounts of Contracting Party which relate to this agreement.

10.2 Contractor and any subcontractors paid under this agreement shall maintain all books and records pertaining to this agreement for a period of three years after the date of final payment under the prime contract and any subcontract entered into under this agreement.

ARTICLE XI **AMENDMENTS IN WRITING**

11.1 Any alteration, variation, modification, or waiver of provisions of this agreement shall be valid only when it has been reduced to writing, executed by all parties and approved by the Director of the Office of Contractual Review, Division of Administration.

ARTICLE XII **FISCAL FUNDING CLAUSE**

12.1 The continuation of this agreement is contingent upon the appropriation of funds to fulfill the requirements of the agreement by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the agreement, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the agreement, the agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

ARTICLE XIII **TERM OF CONTRACT**

13.1 This agreement shall begin as of **July 1, 2009**; the Contractor's services hereunder and this project shall be completed by **September 30, 2010**; and this contract shall terminate on **October 31, 2010**, unless amended in writing and approved by all parties, including the Division of Administration, Office of Contractual Review. Any amendment to extend the date to complete the project must be fully executed by **September 30, 2010**.

ARTICLE XIV **DISCRIMINATION CLAUSE**

14.1 The Contracting Party agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contracting Party agrees to abide by the requirements of the Americans with Disabilities Act of 1990. Contracting Party agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by Contracting Party, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this agreement.

**ARTICLE XV.
AGREEMENT APPROVAL**

This agreement shall not be effective until it has been approved and signed by all parties, and until it has been approved by the Division of Administration, Office of Contractual Review.

**ARTICLE XVI.
CHOICE OF LAW**

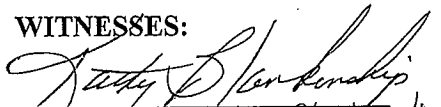
This is a Louisiana contract and all of its terms shall be construed in accordance with and all disputes shall be governed by the laws of the State of Louisiana, of the United States of America; and all parties submit themselves to the jurisdiction of the Courts located in the Parish of East Baton Rouge, in the State of Louisiana, in the event of any legal proceedings in connection with this contract.

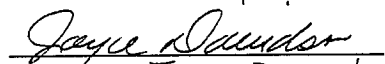
**ARTICLE XVII.
ENTIRE AGREEMENT**

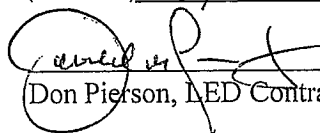
This agreement, together with any exhibits and/or attachments specifically incorporated herein by reference, constitute the entire agreement between the parties with respect to the subject matter of this agreement.

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the ____ day, of February, 2010

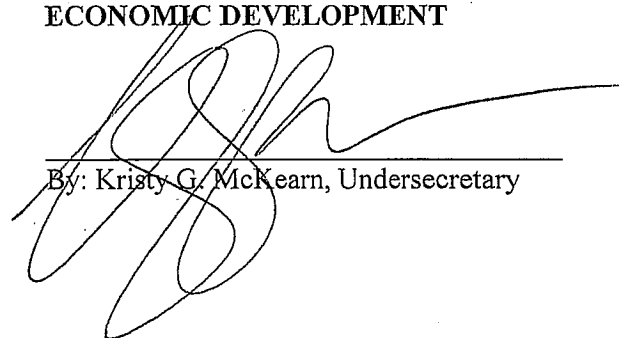
WITNESSES:


(Print Name) Kathy Blankenship


(Print Name) Joyce Davidson

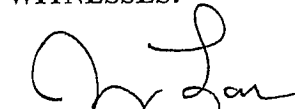

(Print Name) Don Pierson, LED Contract Monitor

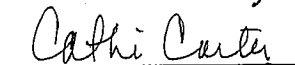
**LOUISIANA DEPARTMENT OF
ECONOMIC DEVELOPMENT**


By: Kristy G. McKearn, Undersecretary

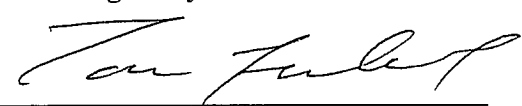
THUS DONE AND SIGNED AT Ferriday, Louisiana on the ____ day, of February, 2010

WITNESSES:


(Print Name) Jeffrey Landcut


(Print Name) CATHI CARTER

Contracting Party



Tana Trichel
President/CEO

APPROVED
Office of the Governor
Office of Contractual Review

MAR 22 2010



Sandra G. Gillen
DIRECTOR

"ATTACHMENT A" PLAN	NAME OF CONTRACTING PARTY: Northeast Louisiana Economic Alliance NAME AND BRIEF NARRATIVE OF PROGRAM: Northeast Louisiana Economic Alliance economic development program.
Program Goals, Objectives, Expected Outcomes/Results Activities and Related Performance Measures (Duplicate pages as needed for each goal identified). What are the goals, objective(s), expected outcomes/results for this program: Indicate the goals/objectives for this program. Indicate the expected outcomes/results for each goal. Explain how each goal, objective, outcome/result is measured. Identify activities that will be implemented to achieve expected outcomes, the person(s) responsible for implementing the activity, and the expected completion date.	
1. Program Goal (<i>Goals are the intended broad, long-term results. Goals are clear statements of the general end purposes toward which efforts are directed.</i>) The program goal is to effectively oversee and develop the elements of the Major Project Site Initiative in Northeast Louisiana and regional economic development in support of job creation and to provide economic development support for regional partners and allies, including recruitment and site development. Bring the rural community into the information technology world to improve their marketing of their community, increase their competitiveness, and make them more attractive to new business and industrial development. Increase commercial and industrial business development with increased tax-incentives and links to new markets. Make the rural community more marketable through having potential sites ready for development and increasing the opportunity for new commercial and industrial development. Improve the rural community capacity and ability in providing community and economic development through access to new capital markets, and increase their awareness of their own assets and incentives	
2. Program Objective(s) (<i>Objectives are intermediate outcomes--specific, measurable steps towards accomplishing the goal. They identify the expected outcomes and results.</i>) The program objective is to market and prepare the Northeast Louisiana area and the Major Project site as a desirable site for a major project location. These include continuing to develop information on assets of the region, sites, and to strengthen partnerships with local economic development organizations. Information gathered will be made available through our website: www.nelea.us . The proposed information technology and technical assistance to communities within the region will expand each recipient's capacity and ability in information technology in order to develop and maintain their local information. This effort will develop the capacity and ability of the recipient to make them more competitive and attractive to new commercial and industrial investments through linking with regional, state, national, and international websites to market their potential sites and promote local tourism. We will custom-construct at least fifteen (15) new websites for communities within the region. The Renewal Community Tax-Incentive program technical assistance and training will expand each recipient's capacity and ability in community development to allow local existing and new businesses and industries to participate in the tax-incentive program. The recipient knowledge gained from the training and technical assistance will be utilized in their assisting the local businesses and industries in completing the applications for the incentives. NELEA is leading a national effort to extend these benefits. We will continue this effort, expecting the extension to take place in early 2010. New information will be produced for participating businesses and distributed. The proposed commercial and industrial site program will expand each recipient's capacity and ability in sustainable development to identify and market the potential commercial and industrial sites in their community. We will work with Louisiana Economic Development, utilizing the appropriate processes to identify water, sewer, electrical, gas, roads, railroad and available river ports which will allow each recipient to utilize the newly developed website to link with regional, state, national and international websites to maximize the marketing of their community. Having these sites pre-certified through the Louisiana Economic Development program allows	

<p>the recipient to have the capacity and ability to react to new inquiries in a timely manner and make an outstanding "first impression" with the potential new business or industry.</p> <p>The funding resources and application preparation training and technical assistance will expand each recipient's capacity and ability to increase their leveraging ability and access alternative funding sources for future community and economic development activities. The recipients will have the capacity and ability to meet the required financial requirements for infrastructure, community facilities, commercial businesses, and industrial development.</p>	
<p>3. Relevant Activity (Activities) <i>(An activity is a distinct subset of functions or services within a program.)</i></p> <p>Relevant activities are to direct and oversee studies, activities and marketing programs that advance the area's strengths to attract a major project and recruit to the strengths of the region.</p>	
<p>4. Performance Measure(s) <i>(Measure the amount of products or services provided or number of customers served. Specific quantifiable measures of progress, results actually achieved and assess program impact and effectiveness.)</i></p> <p>Performance measures will consist of the successful completion of a number of events to market the region and the Major Site Project and demonstration of service to Regional partners and allies.</p>	

"ATTACHMENT B"
Page 1
Project Budget (2009-10)

Name of Contractor

Anticipated Income or Revenue

Sources (List all sources of revenue)	Amount
LED Line Item Appropriation	\$200,000.00
TOTAL	\$200,000.00

Anticipated Expenses

<u>Expense Categories</u>	<u>Total Amount</u>	<u>Amount of line Item Appropriation</u>
Salaries	77,000.00	\$77,000.00
Related Benefits	16,000.00	16,000.00
Travel	27,800.00	27,800.00
Operating Services		
Advertising	250.00	250.00
Printing	500.00	500.00
Maintenance of Equipment	4,000.00	4,000.00
Maintenance of Office	4,500.00	4,500.00
Rentals		
Dues and Subscriptions	700.00	700.00
Telephones	4,000.00	4,000.00
Postage	750.00	750.00
Utilities	2,000.00	2,000.00
Other	4,500.00	4,500.00
Office Supplies	3,000.00	3,000.00
Professional & Contract Services	40,000.00	40,000.00
Other Charges		
Acquisitions & Major Repairs	15,000.00	15,000.00
TOTAL USE OF APPROPRIATION	\$200,000.00	\$200,000.00

(Budget categories listed above reflect a typical budget and may be adjusted by the agency and recipient to reflect actual categories necessary for each individual program. Salaries and Professional & Other Contract Services shall be detailed using pages 2 and 3 of Attachment B).

ATTACHMENT B
Page 2
STAFFING CHART

Name of
Organization: Northeast Louisiana Economic Alliance

Name of
Program: _____

Name	Title	Total Salary Amount	Total Salary Paid by Appropriation Amount	Appropriation Percentage	Related Benefits	Full time or Part Time # of months
Tana Trichel	President/CEO	\$121,260	31,315	25	401K Health Ins. And Dental Ins.	Full Time
Michelle Boothe	Vice President	64,300	32,150	50	"	Full Time
Paula Walker	Project Coordinator	51,912	25,956	50	"	Full Time
Bridgette Mikell	Bookkeeper	33,948	3,579	11	"	Full Time

ATTACHMENT B
Page 3
SCHEDULE OF PROFESSIONAL AND OTHER CONTRACT SERVICES

Name of Organization: Northeast Louisiana Economic Alliance

Name of Program: _____

Name and Address of Individual and/or Firm	Nature of Work Performed and Justification for Services	Total Contract Amount	Total Paid by Appropriation
Sidney McLemore	Consultant	\$ 10,000.00	\$ 10,000.00
Louisiana Consulting and Planning Services	Consultant	\$ 24,000.00	\$ 24,000.00
Carl Friend	Consultant	\$ 5,000.00	\$ 5,000.00

“ATTACHMENT C”
Progress Report

(To be submitted at least quarterly showing progress achieved. Duplicate pages as needed.)

Organization: Northeast Louisiana Economic Alliance
Contact Name: Tana Trichel
Telephone: (318) 757-3033 **Fax:** (318) 757-4212

Goal:		% Complete
Objective(s):		
Activity(Activities) Performed:		
Performance Measure(s):		

“ATTACHMENT D”
Cost Report for the Period of _____

Expense Category	Approved Total Amount	(Quarterly) Expenditures (Monthly)*	Total Cumulative Year to Date Expenditures	Balance Remaining
Salaries	77,000.00			
Related Benefits	16,000.00			
Travel	27,800.00			
Operating Services				
Advertising	250.00			
Printing	500.00			
Maintenance of Equipment	4,000.00			
Maintenance of Office	4,500.00			
Rentals				
Dues/Subscriptions	700.00			
Telephones	4,000.00			
Postage	750.00			
Utilities	2,000.00			
Other	4,500.00			
Office Supplies	3,000.00			
Professional Services	40,000.00			
Other Charges	15,000.00			
Acquisitions & Major Repairs				
TOTAL	\$ 200,000.00			

(Expense categories must reflect budget categories listed in “Attachment B” budget.)

* Should reflect contract payment terms, either quarterly or monthly.

"ATTACHMENT E"
Disclosure and Certification Statement

Contractor's Name: Northeast Louisiana Economic Alliance

Contractor's Mailing Address: POB 746, Ferriday, Louisiana 71334

Organization Type: (For example, local government, non-profit, corporation, LLP, etc.)

Private entities required to register with the Secretary of State's office must be in good standing with that office.

NON-PROFIT

Names and Addresses of all officers and directors, including Executive Director, Chief Executive Officer or any person responsible for the daily operations of the entity:

Tana Trichel

President/ CEO

1447 Frenchman's Bend Road

Monroe, LA 71203

Michelle Boothe

Vice President

P.O. Box 324

Harrisonburg, LA 71340

NELEA BOARD

of DIRECTORS

Name

Title

Address

Baughman, Stein Jr.
Union Parish

Mayor of Farmerville

P.O. Box 427
Farmerville, La 71241

Beckwith, Eddie
Madison Parish

Mayor of Tallulah
NELEA Secretary / Treasurer

204 N. Cedar St.
Tallulah, Louisiana 71282

Breland, Vern
Ouachita Parish

Mayor of Sterlington

503 Hwy 2
Sterlington, La 71280

Brown, Edward L.
Tensas Parish

Mayor of St. Joseph

P.O. Box 217
St. Joseph, Louisiana 71366

Brown, Gayle
East Carroll Parish

Entrepreneur

P.O. Box 709
1500 Lake St. -- Home
Lake Providence, Louisiana 71254

Brown, Lavelle
West Carroll Parish

Mayor of Oak Grove

P.O. Box 1014
407 E. Main St.
Oak Grove, Louisiana 71263

Copeland, Hiram Concordia Parish	Mayor of Vidalia	P.O. Box 2010 Vidalia, Louisiana 71373
Cox, Scott Madison Parish	Louisiana Technical College Tallulah President of Madison Parish Economic Development Foundation NELEA Vice Chairman	P.O. Drawer 1740 Tallulah, Louisiana 71284 132 Old Hwy 65 South Tallulah, Louisiana 71282
Davis, Alex Tensas Parish	Mayor of Newellton	Box 477 Newellton, Louisiana 71357
Dollar, Johnny Union	Entrepreneur Dollar Laird, LLP / Attorney	715 Sterlington Hwy Farmerville, Louisiana
Gilfoil, Wylly East Carroll Parish	Executive Director Lake Providence Port Commission	409 Port Road Lake Providence, Louisiana 71254
Hammons, Jack Franklin Parish	Mayor of Winnsboro NELEA Chairman	P.O. Box 250 Winnsboro, Louisiana 71295
Olive, Betty Alford Morehouse Parish	Mayor of Bastrop	P.O. Box 431 Bastrop, Louisiana 71221
Johnson, Jackie Franklin Parish	Franklin Parish Police Juror	1514 Maple Street Winnsboro, Louisiana 71295
King, Jerry Enterprise Corporation of the Delta	Ouachita Parish	1651 Louisville Ave, Suite 134 Monroe, LA 71201
King, Kay Morehouse Parish	Morehouse Economic Development	101 South Franklin Street, Suite A Bastrop, Louisiana 71220
Lewis, Harry Richland Parish	Mayor of Rayville	P.O. Box 878 Rayville, Louisiana 71269
Lewis, Lynn Richland Parish	Mayor of Delhi Executive Director of Concordia Parish Economic and Industrial Development District	P.O. Box 277 Delhi, Louisiana 71232 112 Front Street, Suite C Vidalia, Louisiana 71373

Mayo, Jamie Ouachita Parish	Mayor of Monroe	PO Box 123 Monroe, LA 71210
McGlothin, Glen Concordia Parish	Mayor of Ferriday	1116 2nd Street Ferriday, Louisiana 71334
Norris, Dave Ouachita Parish	Mayor of West Monroe	2305 N 7th Street West Monroe, LA 71291
Robinson, John Caldwell Parish	President Caldwell Industrial Dev. Bd	P.O. Box 778 Grayson, Louisiana 71435
Skains, Reggie Union Parish	Mayor of Downsville	P.O. Box 98 Downsville, Louisiana 71234
Smiley, Shane Ouachita Parish	Ouachita Parish Police Jury President	P.O. Box 3007 Monroe, Louisiana 71210
Solley, Kenny Ouachita	Entergy	P.O. Box 35803 West Monroe, La 71294
Terry, Don Ouachita-Entergy Partner	Entergy - Economic Development	P.O. Box 35803 2901 Cypress Street West Monroe, Louisiana 71291
Tubre, Michael Catahoula Parish	Mayor of Harrisonburg	P.O. Box 658 Harrisonburg, Louisiana 71340
Thomas Jo Williams Madison	President, Madison Economic Development Corporation	P.O. Box 562 Tallulah, LA 71284
Wiley Jr., Woodrow Tensas Parish	Tensas Parish Police Jury Economic Development Chairman	P.O. Box 33 Waterproof, Louisiana 71375

Names and Addresses of all key personnel responsible for the program or functions funded through this agreement:

Tana Trichel, President and CEO
1447 Frenchman's Bend Road
Monroe, LA 71203

Corporate Office:
NELEA
903 Louisiana Avenue
Ferriday, LA 71334

List any person receiving anything of economic value from this agreement if that person is a state elected or appointed official or member of the immediate family of a person who is a state elected or appointed official Include the amount of anything of economic value received, the position held within the organization. Identify the official and the public position held.

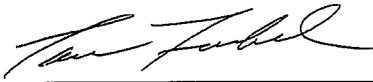
☒ I hereby certify that this organization has no outstanding audit issues or findings.

☐ I hereby certify that this organization has outstanding audit issues or findings and is currently working with the state to resolve such issues or findings.

I hereby certify that the above information is true and correct, to the best of my knowledge, and I am the duly authorized representative of the organization.

Tana Trichel, President/CEO

(Name and Title of Contractor)



(Authorized Signature of Contractor)

"ATTACHMENT E"**Disclosure and Certification Statement**

Contractor's Name: Sidney McLemore

Contractor's Mailing Address: 204 Fair Ave., Winnsboro, La. 71295

Organization Type: Individual contractor

Names and Addresses of all officers and directors, including Executive Director, Chief Executive Officer or any person responsible for the daily operations of the entity: Sidney McLemore

Names and Addresses of all key personnel responsible for the program or functions funded through this agreement: Sidney McLemore

List any person receiving anything of economic value from this agreement if that person is a member of the immediate family of an individual who holds a state elected office or who is a state appointed official. Include the amount of anything of economic value received, the position held within the organization. Identify the official and the public position held.

- ☒ I hereby certify that this organization has no outstanding audit issues or findings.
- ☐ I hereby certify that this organization has outstanding audit issues or findings and is currently working with the state to resolve such issues or findings.

I hereby certify that the above information is true and correct, to the best of my knowledge, and I am the duly authorized representative of the organization.

Sidney McLemore, President
(Name and Title of Contractor)

Sidney McLemore
(Authorized Signature of Contractor)

OSCAR SIDNEY MCLEMORE

204 Fair Avenue
Winnsboro, Louisiana 71295
(318) 467-9999 or (318) 680-7906
smclemore@cebridge.net

OBJECTIVE

Employment with Northeast Louisiana Economic Alliance--
Developing sites for economic opportunities

EDUCATION AND TRAINING

Northeast Louisiana University, Monroe, Louisiana
Bachelor of Arts in Business Administration, 1975
Major: Management
Minor: Marketing

Dale Carnegie Supervision and Management Seminar,
1989

Licensed Louisiana Realtor, 1998--Present

Licensed Louisiana Life and Health Insurance Agent,
2000—Present

EXPERIENCE

1998-Present

Chris Cruse and Associates Realty
Licensed Real Estate Agent - Selling and listing both
residential and commercial property.

1998-Present

McLemore Brothers Rental
Co-Owner - Responsible for securing tenants and
maintaining operations of commercial real estate holdings
throughout North Louisiana and Texas.

2000-Present

Benefits Services Incorporated
Licensed Insurance Agent - Selling Life and Health
Insurance, and Annuities.

1996-1998

Professional Rehabilitation Hospital
Patient Referral Coordinator - Responsible for patient
referrals and development of marketing strategies.

OSCAR SIDNEY MCLEMORE

1995-1996

Riverbend Rehabilitation Hospital Patient Referral Coordinator - Responsible for patient referrals and development of marketing strategies.

1968-1994

McLemore Enterprises

Twenty-five years as co-owner of multiple family businesses--

Grocery store chain with approximately five hundred full and part-time employees, manager of family real estate holdings such as shopping centers, farming, timber and recreational property.

- Promoting, marketing and selling with solid understanding of service to the customer.
- Working in areas involving personnel and customer relations.
- Team building and organizational development.
- Developing real estate holdings.
- Prioritizing schedules and meeting deadlines.
- Speaking and performing before both large and small groups.

ACTIVITIES

Franklin Parish Main Street Project, Board of Directors
Franklin Parish Theater and Historic District, Board of Directors

Winnsboro Rotary Club, Board of Directors, Past President
Winnsboro Lions Club

Franklin Parish Chamber of Commerce, Member, Past Board Member

Dixie youth Boys Baseball, Coach-Fourteen years

Winnsboro High School Booster Club, Officer-Five years

First Baptist Church, Winnsboro, Louisiana, Choir member and Administrative Board Member

REFERENCES

Available upon request

"ATTACHMENT E"Disclosure and Certification StatementContractor's Name: LA. CONSULTING & PLANNING SERVICE INC.Contractor's Mailing Address: 2592 HWY 594 MONROE, LA 71203Organization Type: LA. CORP.

Names and Addresses of all officers and directors, including Executive Director, Chief Executive Officer or any person responsible for the daily operations of the entity:

WILLIE CRAIN PRESIDENT
2592 HWY 594
MONROE, LA 71203

Names and Addresses of all key personnel responsible for the program or functions funded through this agreement:

WILLIE CRAIN
2592 HWY 594
MONROE, LA 71203

List any person receiving anything of economic value from this agreement if that person is a member of the immediate family of an individual who holds a state elected office or who is a state appointed official. Include the amount of anything of economic value received, the position held within the organization. Identify the official and the public position held.

NO ONE

I hereby certify that this organization has no outstanding audit issues or findings.



I hereby certify that this organization has outstanding audit issues or findings and is currently working with the state to resolve such issues or findings.

I hereby certify that the above information is true and correct, to the best of my knowledge, and I am the duly authorized representative of the organization.

LA. CONSULTING & PLANNING SERVICE INC.
(Name and Title of Contractor)Willie E. Crain Pres.
(Authorized Signature of Contractor)

RESUME
WILLIE E. CRAIN

ADDRESS (SINCE 1974)

2592 HWY 594
MONROE, LA. 71203

PHONE/EMAIL

318-343-1987/LACPS@AOL.COM

DATE OF BIRTH

NOVEMBER 07, 1942

SEX

MALE

EDUCATION

OAK GROVE HIGH SCHOOL, OAK GROVE, LA., 1961
COLLEGE 1963-1972
U. OF MARYLAND, CENTENARY, LA. TECH. AND NLU
COMPLETED 4 YEARS WITH A MAJOR IN MARKETING

EMPLOYMENT

KWCL RADIO 1958-1962 (ANNOUNCER)
KJOE RADIO 1964-1966 (PART TIME ANNOUNCER)
USAF 1962-1966 MORSE CODE OPERATOR AND PHOTAGRAPHER
COMMERCIAL CREDIT 1966-1970 ASSISTANT LOAN OFFICER
SOUTHER CHRYSLER PLYMOUTH AMC JEEP 1970-1976 GENERAL MGR.
CRAIN LEASING 1976-1988 PRESIDENT
OUACHITA PARISH POLICE JURY 1976-1980 POLICE JUROR DIST. E
CRAIN CHEV. OLDS PONTIAC 1979-1988 PRESIDENT
LOUISIANA STATE SENATE-1988-1996 SENATOR DIST. 33
LOUISIANA CONSULTING AND PLANNING 1997 TODATE PRESIDENT
ULM SMALL BUSINESS DEVELOPMENT CENTER TEACHER THREE YRS

CIVIC

BAYOU DESIARD OPTIMIST CLUB MEMBER TWO TERMS AS PRESIDENT
ULM BOOSTER CLUB MEMBER TWO TERMS AS PRESIDENT
RAYVILLE CHAMBER OF COMMERCE MEMBER TWO TERMS AS PRESIDENT
EAST OUACHITA RECREATION DISTRICT ONE TERM AS PRESIDENT
MONROE ROTARY CLUB PAST MEMBER
BETTER BUREAU OF NORTHEAST LOUISIANA TWO TERMS A V. PRESIDENT
LAKE SHORE BAPTIST CHURCH MEMBER TEACHER FOR TWELVE YEARS

"ATTACHMENT E"

Disclosure and Certification Statement

Contractor's Name: Carl Friend

Contractor's Mailing Address: 2016 NW 20th Street, Oklahoma City, Oklahoma 73106

Organization Type: Individual

Names and Addresses of all officers and directors, including Executive Director, Chief Executive Officer or any person responsible for the daily operations of the entity: Carl Friend

Names and Addresses of all key personnel responsible for the program or functions funded through this agreement: Carl Friend

List any person receiving anything of economic value from this agreement if that person is a member of the immediate family of an individual who holds a state elected office or who is a state appointed official. Include the amount of anything of economic value received, the position held within the organization. Identify the official and the public position held.

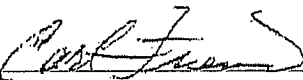
☒ I hereby certify that this organization has no outstanding audit issues or findings.

☐ I hereby certify that this organization has outstanding audit issues or findings and is currently working with the state to resolve such issues or findings.

I hereby certify that the above information is true and correct, to the best of my knowledge, and I am the duly authorized representative of the organization.

Carl Friend (no title)

(Name and Title of Contractor)



(Authorized Signature of Contractor)

Carl Friend

Experience:

Pastoral: United Methodist Pastor in the following Oklahoma Conference churches: Sasakwa, Pruitt City, Loco, Grant, Fort Towson, Boswell, Soper, McAlester (Grand Avenue), Ada (First), Sand Springs, Norman (St. Stephen's, associate), Norman (Franklin), Oklahoma City (Skyline Urban Ministries), Oklahoma City (Epworth)

Urban Planning: Oklahoma City

- Community Development Department [Associate Planner (CDBG)], [Senior Planner (permits, building plan review, zoning, subdivision review)], [Principal Planner (comprehensive, area, and transportation planning)],
- Neighborhood Services Department [Urban Redevelopment Specialist(CDBG, HOME)],
- Planning Department [Urban Redevelopment Specialist (CDBG, Enterprise Community, Empowerment Zone, Continuum of Care, HOPWA, various EPA & EDA grants, initiated EZRCEC Coalition)]
- Prepared departmental budget submissions in all of the above, 28 years.

Post Retirement

- Contract: Oklahoma City to coordinate EZRCEC Coalition
- Contract: Northeast Louisiana Economic Alliance to coordinate EZRCEC Coalition
- Contract: Northeast Louisiana Economic Alliance to initiate and coordinate Neighborhood Stabilization Program Land Bank Project: Bastrop, Monroe, and Winnsboro
- Contract: Latino Community Development Agency, annual application for Continuum of Care

Education:

- Masters in Regional and City Planning, University of Oklahoma
 - Masters in Theology, Perkins School of Religion, Southern Methodist University
-
- Bachelors in History and Political Science, University of Oklahoma
 - Attended (undergraduate): Oklahoma City University (Oklahoma City, OK)
 - Attended (graduate) Garrett Biblical Institute (Evanston, IL)
 - Continuing Education: Perkins School of Theology, Southern Methodist University (Dallas), St. Paul's School of Theology (Kansas City, MO) and Iliff School of Theology (Denver)
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